

*If you are using a printed copy of this procedure, and not the on-screen version, then you **MUST** make sure the dates at the bottom of the printed copy and the on-screen version match.  
The on-screen version of the Collider-Accelerator Department Procedure is the Official Version.  
Hard copies of all signed, official, C-A Operating Procedures are kept on file in the C-A ESHQ Training Office, Bldg. 911A.*

## C-A OPERATIONS PROCEDURES MANUAL

### ATTACHMENT

#### 9.1.16.c Typical Lock and Tag Locations For Radiation Safety

C-A OPM Procedures in which this Attachment is used.

9.1.16		

#### Hand Processed Changes

<u>HPC No.</u>	<u>Date</u>	<u>Page Nos.</u>	<u>Initials</u>
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Approved: Signature on File  
Collider-Accelerator Department Chairman      Date

E. Lessard

### TYPICAL LOCK AND TAG LOCATIONS FOR RADIATION SAFETY AT C-A

Item or Area to be LOTO	Where to Apply Lock	Where to Apply Tag	Where to Keep Stub <sup>(1)</sup>
Primary Beamlines (SEB) and Switchyard	Use key switch to switch off beam line  Place key in specific token box for beamline or switchyard  Place safety lock on token box in terminal room 222, Bldg. 911B	Place tag on safety lock	Stub on key to safety lock
Secondary Beamlines (Contact Security Group Supervisor for Security System Aluminum Box Locations)	Lock the key switch in the security system aluminum box  Remove key from lock inside security system aluminum box	Place tag on key switch	Place stub on key Place key with stub on bottom of security system aluminum box
C-A, LEBT  HEBT-Operational FOB Beam Stops Only	Use key switch to switch off area and place key in token box on Linac 4880 enclosure panel  Place safety lock on token box in terminal room 222, Bldg. 911B	Place tag on safety lock	Stub on key to safety lock
Booster, Linac beam stops	Use key switch to switch off area and place key in token box  Place safety lock on token box in security box panel at Bldg. 914 for Booster or Bldg. 930 for Linac	Place tag on safety lock at security box panel in Bldg. 914 for Booster, or at Bldg. 930 for Linac	Stub on key to safety lock
Beam Intensity or Polarity	Apply a safety lock using a standard cord cover or other appropriate locking device	Place tag on the switch or at the end of the power cord to the device being LOTO	Place stub on key Place the key and stub in an appropriate location (E.G., the RS LOTO Lock Box in the MCR)
"Beam Switch" or Power Supply	Remove the Kirk key from the circuit breaker compartment of the power supply	Place tag at the magnet power supply on kirk switch	Attach the stub to the Kirk key and place the Kirk key in CAS key cabinet

(1) When a stub is not attached to either a lock or key it shall be destroyed, but all effort should be made to use both the tag and stub.